

Northern Territory of Australia
Building Act

BUILDER'S DECLARATION

Please note:

A person that makes a false statement in this declaration under section 69 is liable to a maximum penalty of 85 penalty units. A person that makes a false statement in this declaration under Regulation 20D is liable to a maximum penalty of 80 penalty units.

A person required to make the declaration under section 69 is and fails to do so within 14 days of completing building work is liable to a maximum penalty of 85 penalty units. A person required to make the declaration under Regulation 20D and fails to do so within 14 days of completing building work is liable to a maximum penalty of 80 penalty units.

SECTION 1 Property details

LOT NUMBER		LOCATION eg Town of Darwin	
PROPERTY ADDRESS			

*** SECTION 2 Declaration for wholly completed work**

I <insert name> hereby declare, that I carried out or was in charge of carrying out building work for the *construction/demolition /removal of <insert description of building work> approved under building permit no. <insert building permit no.> issued on <insert date issued> and that the building work has been carried out in accordance with the building permit granted in respect of the building work.

The building work was wholly completed on: ____ day of _____ 20__.

*** SECTION 3 Declaration for partially completed work**

I <insert name> hereby declare, that I carried out or was in charge of carrying out building work for the *construction/demolition /removal of <insert description of building work> approved under building permit no. <insert building permit no.> issued on <insert date issued> and completed the following building work:

<provide a detailed description of all work on the property that you carried out or were in charge of and include supporting documentation to confirm your description, such as statement of works, staged inspection, photographs etc>

I further declare that the building work detailed above has been carried out in accordance with the building permit granted in respect of the building work.

Commencement date of building work carried out by you: ____ day of _____ 20__.

Date you completely ceased working on the property: ____ day of _____ 20__.

Declared this ____ day of _____ 20__	<i>Note: for prescribed work this must be signed by the Registered Building Contractor or Owner Builder</i>
	<i>For non prescribed work this must be signed by the person that completed the building work</i>
Signature	* cross out or delete section that is not applicable
Print name	
*REGISTRATION NUMBER/OWNER BUILDER CERTIFICATE NUMBER (if applicable)	

GUIDELINES

BUILDER'S DECLARATION

This declaration must be completed by the **natural person** that was responsible for carrying out building work. The declaration must be made within 14 days of completion of building work. Completion is taken to be when you (the builder) have completely ceased carrying out building work, regardless of whether the work pursuant to the building permit or building contract has been fully or partially completed.

Section 1 – Property details

This section must always be completed. Please provide details of the property where the building work was carried out.

Section 2 – Wholly completed building work

This section is to be completed where, for example, building work was commenced and completed by the same builder. As you are not required to complete Section 3, please delete or cross out that section.

Section 3 – Partially completed building work

This section is to be completed where building work has completely ceased, but the work pursuant to the building permit / building contract has only been partially completed. There may be more than one builder responsible for carrying out building work on a project and this section is used to distinguish building work carried out by each builder. Examples where this section must be completed include:

- building work has commenced on a house and, prior to completion, the contract has been terminated. The first builder must sign for the portion of work they have carried out and any subsequent builder must sign for the portion of work they carry out.
- a nominee or registered director ceases to hold that position or office mid construction of several projects. Despite leaving the corporation, the nominee or registered director must sign a declaration for each project for the portion of work that they were responsible for.

If you need to complete this section you must provide a detailed description and supporting documentation regarding the work you have carried out to date. Please complete this form by altering a Word version of the document, or alternatively by attaching additional pages to the Declaration. As you are not required to complete Section 2, please delete or cross out that section.

There are serious penalties for non compliance with these requirements (see below). If you are unsure how to complete this form, or would like more information regarding your obligations, please contact Building Advisory Services on 8999 8985.

PENALTIES

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